

**INFORMATION NETWORK OF KANSAS
BOARD OF DIRECTORS MEETING
Minutes of April 15, 2004**

The meeting was called to order at 2:05 p.m., April 15, 2004 at Department of Agriculture, 4th floor conference room, 109 SW 9th St., Topeka, Kansas.

The following Board members or proxy were present: Todd Thompson, Tim Blevins, Denise Moore, Dennis Slimmer, Tom Winters, and Dan Yunk. Others present were Jim Hollingsworth, INK Executive Director; Ann Marshall of Kansas, Inc.; Robert Knapp of Kansas Information Consortium; and Rob Bisch of Mize, Houser and Company.

Approval of Minutes - March 18, 2004

Motion was made by Slimmer to approve the March 18, 2004 minutes as corrected. Yunk seconded. Discussion ensued. Motion carried.

Chairman Report

Thompson had no report.

Network Manager Report

Knapp presented the KIC financials for March 2004, Service Request #331 - 4th District Court KICS Addition, and contracts with Kansas County Online Payment Portal Services, for the remaining 25 counties Anderson, Barton, Chase, Cherokee, Clark, Clay, Decatur, Edwards, Graham, Harper, Jackson, Jewell, Johnson, Kearny, Labette, Lincoln, Montgomery, Ness, Pawnee, Republic, Sedgwick, Shawnee, Sheridan, Wabaunsee, and Wallace Counties (template attached). All 105 counties in Kansas are participating.

Knapp reported there were almost 100 people attending PKI 101 seminar on March 18, 2004. Knapp received many positive comments.

Knapp reported there have been four new applications launched: Lottery Find-A-Retailer, Board of Healing Arts license renewal site, Governor's Online Press Conference site and the KBI Limited Criminal History search site. Knapp reported the Criminal History search is a fee request and they have been getting as many as 70 requests a day.

Ron Thornburgh was in attendance.

Knapp reported that the Kansas Department of Parks and Wildlife has issued a RFP for a License Issuance system. Discussion ensued.

Motion was made by Winters to accept the March 2004 KIC financials, approve Service Request #331, and approve 25 contracts. Blevins seconded. Motion passed.

Approval of Treasurers Report

Thornburgh presented the February 29, 2004 financial report. Thornburgh reported Hollingsworth is preparing a form that will show grant activity.

Motion was made by Winters to accept the Treasurers Report. Yunk seconded. Motion passed.

Thornburgh presented the Information Network of Kansas Spending Authority Guidelines. Discussion ensued. Motion was made by Yunk to approve the Information Network of Kansas Spending Authority Guidelines (attached). Winters seconded. Motion passed.

Executive Director Report

Ken Nelson of the Kansas Geological Survey, Data Access & Support Center, presented a report on "*Spatially enabling the Kansas eGovernment Enterprise*" - grant extension request. Nelson reported on the amounts and completion dates of projects. Discussion ensued.

Jerry Lonergan was in attendance.

Motion was made by Thornburgh to consider the grant extension at the next Board Meeting and to have the Executive Director instruct DASC to complete the current Grant Request Form and to score the request. Yunk seconded. Motion passed.

Hollingsworth presented the final reports of the INK Financial Audit period ending June 30, 2003 and 2002, and the 2003 INK/KIC Contractual Audit. Hollingsworth explained an auditor finding that declared the balance \$126,000 on June 30, 2003 was in excess of the \$100,000 FDIC insurance and the resulting \$26,000 was not insured. Hollingsworth explained that the \$126,000 amount is treated as memo entries by the bank. Hollingsworth explained that although the account is setup as a sweep account, the sweep is not performed by the bank until the monies have been collected. The auditor findings are based upon the ability of INK to use the funds and therefore available and subject to FDIC insurance. Hollingsworth explained that Commerce Bank has agreed to pledge securities to cover that excess amount. Hollingsworth also presented proposed security and custodial agreements with Kaw Valley State Bank and Trust. Discussion ensued. Motion was made by Thornburgh for Phil Elwood to review the security and custodial agreements with both Commerce and Kaw Valley, and upon his approval, the chair can sign and execute (attached). Yunk seconded. Motion passed.

Hollingsworth presented proposals from Commerce Bank and Trust and Columbian Bank for a one million dollar line of credit. Hollingsworth explained that this credit will be used to pay the double payment due to the agencies for statutory fees at year end. Discussion ensued. Motion was made by Thornburgh for Hollingsworth to negotiate a

contract with Commerce Bank and Trust pursuant to proposal. Winters seconded. Motion passed.

Hollingsworth reported he has begun preliminary work on the FY 2005 Strategic Direction. Hollingsworth presented a report to the Board for review which detailed specific objectives identified by the agencies in the 3 year IT Budget and Planning documents. He will be requesting input from the Board to gain a consensus designed to focus INK grant offerings toward a particular portal theme, as contained in the current INK e-Government Strategic Plan, for the upcoming fiscal year.

Hollingsworth reported on INK Bill Tracking 2004 Session. He reported in his opinion there were no adverse bills presented during the Legislative Session, but there is appears to be opportunity for INK this session. Discussion ensued concerning bills that pertained to surplus property and open records.

Hollingsworth presented an e-mail from Dave Larson regarding the Electronic Committee Project Grant. Hollingsworth stated he has received the final invoice for technical assistance, which completes the items requested in the original grant request. The project has been completed over 15% below the proposed budget. Hollingsworth stated the Legislature has also requested payment for four wireless access points. Hollingsworth pointed out that the wireless access points were not proposed in the original grant. Discussion ensued. It was decided that because of security concerns about the specific configurations on the wireless access points, not to pay for the wireless access points.

Hollingsworth presented a copy of the letter received from the Legislative Post Audit regarding the 2003 100 Hour Performance Audit. Hollingsworth stated the request from LPA was part of a follow up on the only finding in the audit. Hollingsworth also presented a copy his response.

Hollingsworth announced he will be attending the IT Symposium in April in Kansas City, MO.

Knapp announced the Sunguard disaster recovery plan is finished and will be tested in June.

Other Business

The next Information Network Board of Directors Meeting will be May 20, 2004.

The meeting adjourned at 5:10 p.m.



Denise Moore, Secretary